

Active EQO Directives and Requests

Energy Systems Division

Aug-06

No.	Directive/Request	Date Requested	Due Date	Responsibility	Not Completed	Comments
1	Clean the Bldg. 370 Storage Area	2/15/2006 from ES ESH	4/30/2006	370 and 371 Bldg. Managers	Doctor, Henry, Hillman, Keyser, Longman	
2	Update Active Project Listings for each Section in ES	3/31/2006	6/2/2006	Section Leaders	Doctor, Hillebrand, Sekar, Snyder	
3	Replace Outside Flammable and Non-Flammable Gas Cylidner Storage Racks.	Jun-03	NA	ESH Coordinator		Cylinder storage being relocted in 362/C105 & C108. Not enough funding to complete and demolish outside storage areas
4	Management Assessment of Analytical X-Ray Facilities	7/28/2006	8/25/2006	DD/ESH Coordinator		Conduct an immediate management assessment of compliance with the ES&H Manual, Section 5.15, Analytical X-Ray Facilities.

Completed EQO Directives and Requests

Energy Systems Division

Aug-06

No.	Directive/Request	Date Requested	Due Date	Responsibility	Date of Completion	Comments
1	ESH&I List Needs Request	1/17/2006	Feb. 2006	Building Managers	Feb. 2006	ESH&I list completed for FY2006 and submitted
2	CAT II Fluke Meter Inventory Request to be exchanged for CAT III Meters	2/3/2006	2/15/2006	Qualified Electrical Workers	2/10/2006	ESC Request. 4 found and report given to G. Krumdick to report to ESC.
3	Inventory of Non-NRTL Listed Multimeters	1/11/2006	2/10/2006	Building Managers/ Multimeter Users	1/31/2006	DD/DH Memo 1/10/06. Some people responded for all meters used in High-Bays. None found.
4	EQO LO/TO Audit	2/2/2006	2/7/2006	ESH Coordinator	2/7/2006	Report emailed 2/14/2006. CA: ES should wear PPE while performing LO/TO procedure review.
5	NESHAP Inventory	1/11/2006	2/13/2006	ESH Coordinator	Feb. 2006	DD/DH Memo 1/11/2006. None in ES.
6	Sealed Source Control and Accountability	1/9/2006	1/30/2006	ESH Coordinator	1/18/2006	DD/DH Memo 1/9/2006. 5 found
7	Etiologic Agent Inventory	1/20/2006	2/17/2006	ESH Coordinator	2/14/2006	DD/DH Memo 1/20/06.
8	Dilute Agent Inventory by SCD (Gary Winner)	Jan-06	2/1/2006	ESH Coordinator	Feb-06	G. Winner received email ES had dilute agents and he did not know about this. He was informed via email.
9	Inventory of electrically insulated gloves	3/15/2006	3/24/2006	ESH Coordinator	3/20/2006	DD/DH Memo 3/15/2006. 7 Required and 14 total On-Hand.
10	NRTL Inventories	10/26/2005	1/31/2006	Lab Custodians	3/13/2006	370 and 373 electrical equipment was not inventoried. Instead it will be inspected if used in the future.
11	2nd Half FY06 and FY07 Waste Forecasts	4/6/2006	4/13/2006	ESH Coordinator	4/13/2006	
12	Toxic Release Inventory	3/23/2006	4/28/2006	ESH Coordinator	4/28/2006	Report Pb and Hg compounds used in ES within the past year.
13	Test and label all GFCI Outlets with '06 Stickers	1/6/2006 from EQO	1/27/2006	Bldg. Manager/ Lab Custodian	5/2/2006	Email completion to B. Wozny

No.	Directive/Request	Date Requested	Due Date	Responsibility	Date of Completion	Comments
14	Unneeded Materials and Chemicals Inventory	Mar-06	4/27/2006	Bldg. Managers	5/10/2006	
15	Assessment of Sealed Radioactive Source Accountability	4/19/2006	5/12/2006	Bldg. Manager/ Lab Custodian/ESH Coordinator	5/25/2006	ES space inventory and sealed source checklists were submitted.
16	Update Bldg. Emergency Plans, Hazard Surveys and Online Bldg. Orientations for 2006	2/15/2006 from EQO and SCD	3/3/2006	ESH Coordinator	6/8/2006	Have all documents signed and approved by G. Winner